

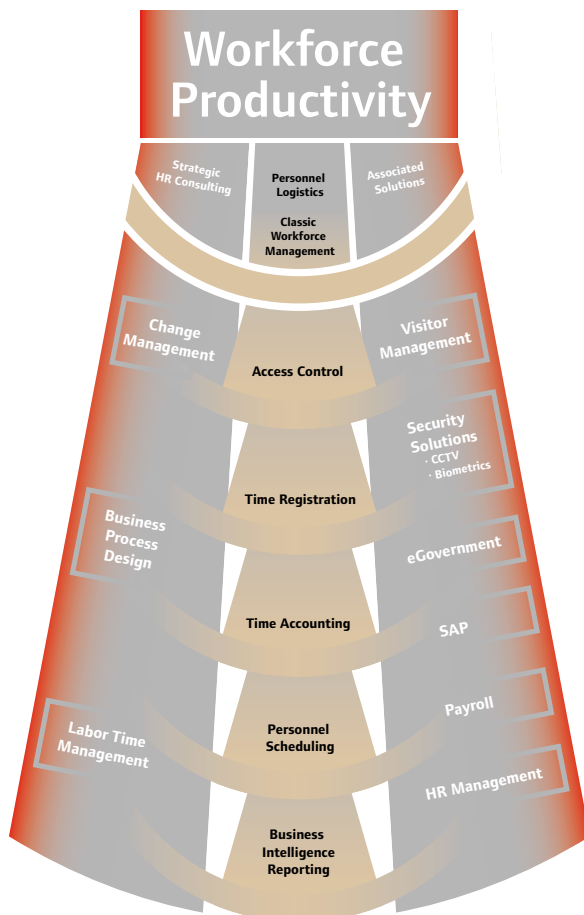
*Workforce Productivity  
for Public Service Applications*

# Workforce Productivity

## – Why It Is Your Concern

Nowadays, it is hard to find an organization or company that is not involved in profit maximization and process optimization. The methods applied range from increasing sales, and cost reduction programs up to measures to increase productivity. While these measures became state of the art in the automation of machine-oriented processes, the 'human resource' is not only gaining importance, but is the focus of future optimization efforts. Transparent yet comprehensive registration of manpower is the key to

increasing both productivity and profit. This begins when employees stamp-in and includes, among other things, planning of their daily tasks and the aggregation of employee data into key figures required by the management. How to make best use of the optimization potentials available? Interflex Workforce Productivity solutions identify the necessary prerequisites and, compared with the classic Workforce Management, offer significant enhancement. Workforce Productivity stands for the comprehensive treatment of products, resources and consulting services, but focusing on the human element and his individual contribution to increase the revenue of a company or organization. That is why Workforce Productivity solutions not only encompass the classic Workforce Management but also strategic HR Consulting, such as Labor Time Management and associated solutions such as HR Management and security systems. Workforce Productivity highlights areas that are ready for optimization and covers everything from a single department up to complex organizational structures. Workforce Productivity is the basis for strategic and operational planning, and for decision processes resulting thereof. It is the foundation for transparent and understandable processes and designed to increase productivity and efficiency within a company or organization.





### **Workforce Productivity - Personnel Scheduling for Public Service Applications**

In view of empty public coffers, efficient personnel planning solutions are sought throughout the public sector. Overtime must be avoided and, at the same time, suitably qualified staff lined up to compensate for absences due to illness and other unplannable events. A greater number of flexible labor time models might help; however such models are often associated with considerable administrative effort. This type of scheduling is getting even more intensive since different work contracts, collective labor agreements, flexible scheduling and staff preferences must all be taken into account. Interflex has 15 years of experience with personnel logistics data applied in various workforce segments and is able to provide the public service sector with solutions for demand-oriented personnel scheduling. As an example, the Web

Terminal, one of our software solutions, is a module that allows employees to update records, entering their own shift preferences, days off and vacation. High scheduling reliability as well as data protection and privacy are ensured by a precise administration of access rights. Input errors are minimized and allowances made for approvals and similar operational restrictions. Our personnel scheduling solutions create a needs-oriented shift schedule incorporating employees' shift preferences and the information supplied by the personnel department – including applicable collective labor agreements and labor time models. This shift schedule also includes options allowing the user to modify arrangements in the event of unexpected absences. At the press of a button, overviews and statistics on the current status of planning can be uploaded and customized.



# Daily Routine in Public Service – Many Questions to Answer!

## **Shift Scheduling – How Can I Prevent that an Unforeseen Contingency Becomes a Case of Emergency?**

At police departments or legal authorities, personnel bottlenecks can have fatal consequences. Please ensure that your authority never experiences understaffing. Interflex software solutions safely prevent scheduling errors in personnel scheduling. Shift schedules can easily be rescheduled on short notice. You can be sure that the available staffing will always be adjusted quickly for these emergencies.

## **Many Employees, many Specifications – Who Can Keep Track of all the Data?**

In public service sector, a large number of legal regulations and guidelines on labor time and occupational health and safety must be adhered to – with costly penalties for not doing so. Minimum breaks and regulations on juvenile and maternity protection have to be taken into account. It is not always easy to retain an overview of these considerations.

Interflex software solutions automatically monitor the compliance with these regulations and warn the user if they are violated.

## **Satisfied Employees – Unachievable Goal or Something that Is Easily Done?**

Your highly-motivated and experienced staff is your company's most valuable asset. A fair and easily comprehensible personnel scheduling system that also takes your staff's preferences into account will be able to contribute to the company's success. This can be achieved with little effort. Our software solutions help you in the efficient management of your human resources and avoid those discouraging overloads during peak load periods as well as unnecessary slack periods.

## **Personnel Scheduling – OK, Great, but what about the Accounting End of this Scheduling?**

Every month, payroll accounting ties up valuable resources in HR departments. Interflex solutions directly transfer your product and



activity-related data to payroll systems or cost/performance accounting systems. Reliable interfaces also permit exchanging balance account and transaction data with your time and attendance recording system.

### **Product and Activity-Related Data Recording - Too much Work or Was It just Bad Planning?**

With an Interflex solution in place, you will be able to compare and improve your scheduling. The product schedule is used to assign individual products, in the sense of activities, to employees and employee groups. The user is informed about the activities performed by an employee or an employee group for a given time period. The comparison of data in the products module and the shift schedule provides a powerful means of verifying your schedule's validity and quality. You are able to gain a long-term overview of the development of work processes within your organization. Not only that, the accurate documentation of these activities performed makes the

product schedule an excellent source for the calculation and invoicing of time.

### **Labor Time Models Based on Trust – Only Good for the Employer or for the Employees, too?**

Reduce the load on your HR department and increase employee participation. Using their Internet browser, the Web-Terminal allows authorized employees to update their own records, enter shift preferences, register their work time and evaluate time accounts from any location. This gives personnel more responsibility and choice in their scheduling decisions. Besides that, the Web-Terminal provides key data for controlling and calculations that otherwise increases your human resources' workload. The Web-Terminal supports organizational processes by creating separate access and processing levels. The workflow is digital and widely accessible, allowing you to draw the full potential from your resources by optimizing business processes and ergonomics in each workplace.

# Additional Solutions for the Public Service Sector



## Online Access Control

More than ever, safety and security play a vital role in the protection of sensitive areas such as administrative police buildings or penitentiaries. Doors, gates, offices, and vaults or store rooms must be protected against unauthorized access. If visitors are admitted to these areas, they must be thoroughly monitored when they enter and leave these protected areas. This is precisely what an access control system does. Interflex offers complete solutions and flexible security concepts for any field of application.



## Offline Solutions

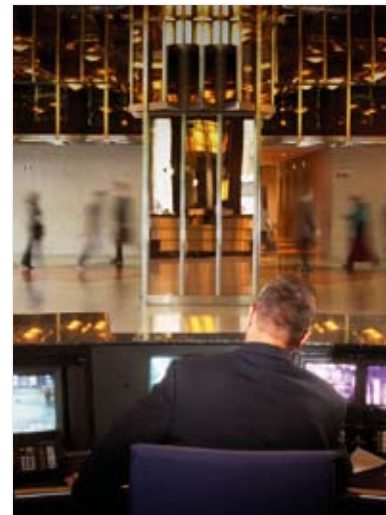
Offline access control systems are flexible and low-cost security components offering highest comfort. The stand-alone terminals can be easily mounted to doors, do not require any network connection, and provide a reliable and fast security solution. What makes the system advantageous is the fact that – due to their compatibility – a variety of existing credential badges (including those from Proxif, LEGIC and Mifare) can be used at these access control and time management systems.





### **Access Control and CCTV-Based Surveillance Systems**

All modern control and alarm monitoring systems should lessen the impact of a security breach or a hazard. The digital video monitoring system (CCTV) allows the system to identify persons, and reliably retrace security issues at terminal locations, detect motion or even the presence of smoke or fire. If required, visual and audible alarms can be triggered. Automatic response such as notifying the local fire department for such an event, or activating a camera at a fault location is not considered routine. However, the integrated motion detection system operates particularly efficiently as video recordings are made only if a motion has been detected. This saves hard disk capacity. No matter whether access control, CCTV camera, intrusion, fire detection, or building control systems are integrated: With the Interflex solutions, you are able to operate, control and monitor all security components from a central place.





Ingersoll Rand's Security Technologies Sector is a leading global provider of products and services that make environments safe, secure and productive. The sector's market-leading products include electronic and biometric access-control systems; time-and-attendance and personnel scheduling systems; mechanical locks; portable security; door closers, exit devices, architectural hardware, and steel doors and frames; and other technologies and services for global security markets.

We support our customers and provide our services from 35 business locations in 12 countries around the world. For further details, please refer to our homepage.

**Interflex Datensysteme GmbH & Co. KG**  
Zettachring 16 · 70567 Stuttgart (Germany)  
Phone: +49 711 1322-0 · Fax: +49 711 1322-111  
E-mail: [info-interflex@irco.com](mailto:info-interflex@irco.com) · [www.interflex.de](http://www.interflex.de)